

ORDINANCE 97-3

AN ORDINANCE ESTABLISHING THE POSITION OF COURT CLERK IN MUNICIPAL COURT, AND ESTABLISHING THE POSITION OF DEPUTY COURT CLERK OF THE MUNICIPAL COURT, PROVIDING FOR APPOINTMENT; REMOVAL; COMPENSATION AND DUTIES.

WHEREAS, the City Council of the City of Somerset has determined that it would be in the best interest of the citizens of Somerset that the position of Municipal Court Clerk and Deputy Court Clerk be established for the conduct of such business as may be required.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERSET, BEXAR COUNTY, TEXAS THAT THE POSITION OF COURT CLERK AND DEPUTY COURT CLERK IS HEREBY ESTABLISHED.

Section 1. Appointment and Tenure

The Court Clerk and Deputy Court Clerk will be appointed by the City Council and shall be subject to discharge in accordance with the at will employment rules, or established personnel policies. Both appointment and removal shall require a majority vote of the City Council.

Section 2. Compensation

The annual salary of the Court Clerk and Deputy Court Clerk shall be set from time to time by the City Council.

Section 3. Temporary Absence or Disability

During the absence of the Court Clerk, the Deputy Clerk shall assume the duties. In the absence of both Clerks, the City Council will appoint a temporary clerk.


Section 4. General Duties

The Court Clerk or Deputy Court Clerk will carry out the duties as prescribed by law and perform all acts necessary and required by the court.

PASSED and ADOPTED by the City council of the City Of Somerset on the 10th day of April 1997


PAUL G. CUELLAR, MAYOR

ATTEST


SHELLEY BENDELE
CITY SECRETARY